



**Forest Preserve District of Cook County
Board of Commissioners
Finance Committee**

Tuesday, December 13, 2016

10:00 AM

**Cook County Building, Board Room
118 North Clark Street, Chicago, Illinois**

NOTICE AND AGENDA

There will be a meeting of the committee or subcommittee of the Forest Preserve District of Cook County Board of Commissioners at the date, time and location listed above.

PUBLIC TESTIMONY

Authorization as a public speaker shall only be granted to those individuals who have submitted in writing, their name, address, subject matter, and organization (if any) to the Secretary 24 hours in advance of the meeting. Duly authorized public speakers shall be called upon to deliver testimony at a time specified in the meeting agenda. Authorized public speakers who are not present during the specified time for public testimony will forfeit their allotted time to speak at the meeting. Public testimony must be germane to a specific item(s) on the meeting agenda, and the testimony must not exceed three minutes; the Secretary will keep track of the time and advise when the time for public testimony has expired. Persons authorized to provide public testimony shall not use vulgar, abusive, or otherwise inappropriate language when addressing the Board; failure to act appropriately; failure to speak to an item that is germane to the meeting, or failure to adhere to the time requirements may result in expulsion from the meeting and/or disqualify the person from providing future testimony.

16-0490

COMMITTEE MINUTES

Approval of the minutes from the meeting of 11/15/2016

16-0473

Presented by: ARNOLD RANDALL, General Superintendent

RECOMMENDATION OF THE FINANCE SUBCOMMITTEE (LITIGATION)

Finance Subcommittee Meeting on Litigation -11/15/2016

The Finance Subcommittee on Litigation met on the above listed date and recommends the following for approval:

Proposed Settlements Approved Fiscal Year 2016 to Present: \$393,282.05

Proposed Settlements to Be Approved: \$5,500.00

Legal Fees Approved Fiscal Year 2016 to Present: \$1,197,473.24

Legal Fees for 11/15/2016 to Be Approved: \$123,313.90

16-0486

Presented by: ARNOLD RANDALL, General Superintendent

RECOMMENDATION OF THE FINANCE SUBCOMMITTEE (WORKERS' COMPENSATION)

Finance Subcommittee Meeting on Workers' Compensation -12/13/2016

The Finance Subcommittee on Workers' Compensation met on the above listed date and recommends the following for approval:

Workers' Compensation Claims approved Fiscal Year 2016 to present: \$78,965.87

Workers' Compensation Claims to Be Approved: \$60,500.00

BID RECOMMENDATIONS

16-0465

Presented by: ARNOLD RANDALL, General Superintendent

PROPOSED BID RECOMMENDATION

Department: Planning and Development

Request: Authorization for the Forest Preserves District of Cook County (the "Preserves") to enter into a contract with Rausch Infrastructure, LLC, Chicago, Illinois for the removal and replacement of culvert pipes at the Busse Lake Beisner Road Access site in Elk Grove Village.

Reason: Contract 16-80-55 Busse Lake Beisner Road Culverts. The work includes, but is not limited

to, removal and replacement of culvert pipes, and other related work as specified in the plans & specifications. The lowest responsible bidder was awarded a contract of over \$150,000.00 in the last twelve months.

Bid Opening Date: 11/16/2016

Bid Results:

<u>Firm</u>	<u>Base Bid</u>
1. Rausch Infrastructure LLC	\$48,200.00
2. Norvilla, LLC	\$111,697.00
3. Pan Oceanic Engineering Co., Inc.	\$112,480.00

Estimated Fiscal Impact: \$48,200.00

Contract Period: One hundred twenty (120) days after issuance of Notice to Proceed.

Account Name/Number: Trail Account, 25-6780, 26-6780, 54-6780, 55-6780, 56-6780 and 09-6780

District(s): 15

Concurrence(s):

The vendor has met the Minority and Women Business Enterprise Ordinance provision.
The Chief Attorney and Chief Financial Officer have approved this item.

DISBURSEMENTS

16-0462

Presented by: ARNOLD RANDALL, General Superintendent

PROPOSED DISBURSEMENT

Department(s): Planning & Development

Action: Disbursement Approval

Payee: Matthew Paving, Inc., Oak Lawn, Illinois

Good(s) or Service(s): Construction Services

Fiscal Impact: \$215,753.49

Accounts: Trail Account, 25-6780

Contract Number(s): 16-80-28

District(s): 9, 14 and 15

Summary: Trail Repairs - Poplar Creek and Busse Woods; Parking Lot Repairs - Deer Grove West #4 and River Trail Nature Center

16-0480

Presented by: ARNOLD RANDALL, General Superintendent

PROPOSED DISBURSEMENT

Department(s): Finance and Administration

Action: Disbursement Approval

Payee: Department of Commerce and Economic Opportunity (DCEO)

Good(s) or Service(s): The Forest Preserves of Cook County received funding from DCEO for two Illinois First Grants.

Fiscal Impact: \$738,953.00

Accounts: Accrued Accounts Payable, 10-3015

Grant 01-127646 for the period of 10/1/2001 - 9/30/2009 totaling \$22,189,740.00 and Grant number 03-121236 for the period of 1/1/2003 - 6/30/2009 totaling \$11,096,452.00. This disbursement is to refund \$412,034.00 for Grant 01-127646) and \$326,909.00 for Grant 03-121236.

Contract Number(s): N/A

District(s): Districtwide

Summary: Refund of Illinois First Grant. Grant Nos. 01-127646 and 03-121236

The Forest Preserves of Cook County received funding from DCEO for two Illinois First Grants; Grant 01-127646 for the period of 10/1/2001 - 9/30/2009 totaling \$22,189,740.00 and Grant number 03-121236 for the period of 1/1/2003 - 6/30/2009 totaling 11,096,452. This disbursement is to refund \$412,034.00 for Grant 01-127646) and \$326,909.00 for Grant 03-121236.

16-0482

Presented by: ARNOLD RANDALL, General Superintendent

PROPOSED DISBURSEMENT

Department(s): Planning & Development

Action: Disbursement Approval

Payee: Path Construction, Arlington Heights, Illinois

Good(s) or Service(s): Construction Services

Fiscal Impact: \$158,166.32

Accounts: Building Account, 25-6710

Contract Number(s): 13-80-01-G5R2

District(s): 1

Summary: Accessibility Fire Alarm and Life Safety System Upgrades at Various Buildings at the Central Compound

ADMENDMENTS

16-0388

Sponsored by: TONI PRECKWINKLE, Cook County Board of Commissioners

PROPOSED ORDINANCE AMENDMENT

PUBLIC UTILITIES

BE IT ORDAINED, by the Cook County Board of Commissioners, that Title 5, Public Utilities, Chapter 2, Franchises, Sections 5-2A-1, 5-2A-2, 5-2A-4, 5-2A-6, 5-2A-9, 5-2B-1, 5-2B-2, 5-2B-4, 5-2B-9 and Appendix A of the Cook County Code is hereby amended as Follows:

5-2A-1: - New Licenses.

Upon receipt of a properly completed license application and a non-refundable one thousand five hundred dollars (~~\$1,000.00~~1,500.00) application fee the Forest Preserve District of Cook County (FPD) will begin initial administrative processing of the application for consideration by appropriate FPD staff. FPD Staff shall then review the application and attached plans to determine the applicable License Review Fee and feasibility of granting the requested license to the applicant. Applications will be reviewed based on, among other things, the potential damage construction or operation of the proposed facilities could have on FPD property, location of the proposed facilities, type of facilities proposed, and number of trees to be impacted. Based on this review the FPD may reject the request outright or may request revisions to the proposed plans that would make the proposal acceptable to the FPD. Under no circumstances will licenses be issued for areas that are dedicated Illinois Nature Preserves, high quality natural areas identified

by the FPD and ~~shown on the FPD's GIS system as "license exclusion zones"~~, or areas covered by conservation easements.

Sec. 5-2A-2. Acceptable Application and Plans.

If the submitted (or revised) application and plans are found to be acceptable by the FPD staff, the FPD will draw up a license that, if approved by the Board of Forest Preserve District Commissioners, would grant the licensee authority to locate, operate, and maintain the facilities for which the application and plans were submitted. Said license will include, among other things, the term for which the license will be issued, the fee that the FPD will charge for issuance of the license, any moneys that will be paid for tree mitigation associated with the license, and any charges for "out of pocket" expenses incurred by the FPD to determine whether the license is acceptable. Said license will be forwarded to the applicant for their review and approval before being submitted to the Board of Forest Preserve District Commissioners (Board) for final approval. If the applicant decides to withdraw its application after review of the proposed license or if the Board does not approve the proposed license, the "out of pocket" expenses will still be due and the FPD will bill the applicant for said expenses. If said fees are unpaid, the FPD will accept no further license applications from that applicant. Said applicant can regain its application privileges by paying one hundred (100) percent of the fees owed along with a penalty fee of fifty (50) percent of the original amount owed. If the license is approved by the Board then all fees will be paid to the FPD at or before the time the finalized license is delivered to the Licensee.

Sec. 5-2A-4. License Fee.

In addition to those special fees as may be recommended by District staff, the fee for licenses issued under this Article will be determined by multiplying the acres used by the cost per acre. Acres used will be calculated by multiplying the linear footage shown on the license application (or revised application) by the width required for future maintenance of the facilities. The minimum width will be fifteen (15) feet for all licenses regardless of the facilities installed or location of said facilities. Requests for widths above fifteen (15) feet must include an explanation justifying the need for additional width. The minimum license fee will be five (5) percent of the cost per acre for the current year. Additionally, a Youth Education, Land Acquisition and Restoration (YELAR) Program Fee of ~~five~~ seven and one half (\$7.5%) percent of the cost per acre, and a License Review Fee, shall be assessed against all licenses issued. Cost per acre, minimum license fee, License Review Fee and YELAR program fee figures can be found in Appendix A at the end of this Article. All fees due will be paid as a lump-sum up-front one-time payment, unless otherwise approved by the Board.

Sec. 5-2A-6. Renewal of Existing Licenses.

Any license previously issued by the FPD that expires while this Article is in force will be renewed at a rate fifty (50) percent lower than that specified for issuance of a new license, unless otherwise approved by the Board based upon District staff recommendations for a license

exceeding twenty-five (25) acres and/or when in staff opinion the license can generate additional revenue for the District. The minimum renewal license fee will be five (5) percent of the cost per acre for the current year. Additionally, a Youth Education, Land Acquisition and Restoration (YELAR) Program Fee of ~~five~~ seven and one half (\$7.5%) percent of the cost per acre and a License Review Fee shall be assessed against all licenses issued. Cost per acre, minimum license

fee, License Review Fee and YELAR program fee figures can be found in Appendix A at the end of this Article. The Licensee must submit a non-refundable license renewal application fee of five hundred dollars (\$500.00) to the FPD at least six (6) months prior to the expiration date of said license to confirm its interest in continued operation and maintenance of the facilities for which the license was originally issued. If the applicable license renewal application fee and prior notice of the Licensee's intent to renew is not received by the FPD at least six (6) months prior to the expiration of the existing license, ~~the FPD will mail the Licensee a "Removal Notice" at their last known address notifying the licensee to remove their facilities from FPD property~~ the license will be considered expired and Licensee may be required to remove their facilities from FPD property per the terms of the license. If the Licensee wishes to renew a license for which it has already received a "Removal Notice" expired, the FPD ~~will~~ may allow the renewal, but the fee for the renewal will be based on the formula used to determine the fee for issuance of a new license. All fees due for license renewals will be paid as a lump-sum upfront one-time payment, unless otherwise approved by the Board.

Sec. 5-2A-9. Youth Education, Land Acquisition and Restoration Program Fee (YELAR).

A YELAR Program Fee of ~~five-seven and one half~~ (\$7.5%) percent of the cost per acre shall be assessed for all new and renewal licenses issued. The fee will help support youth education programs including, but not limited to, the Mighty Acorns, and High School Programs, Land Acquisition and Restoration activities. Cost per acre and YELAR program fee figures can be found in Appendix A at the end of this Article.

Sec. 5-2B-1. New Licenses.

Upon receipt of a properly completed license application and a nonrefundable five hundred dollar (\$500.00) application fee the Forest Preserve District of Cook County (FPD) will begin initial administrative processing of the application for consideration by appropriate FPD staff. FPD Staff shall then review the application and attached plans to determine the applicable License Review Fee and feasibility of granting the requested license to the applicant. Applications will be reviewed based on, among other things, the potential damage construction or operation of the proposed facilities could have on FPD property, location of the proposed facilities, type of facilities proposed, and number of trees to be impacted. Based on this review the FPD may reject the request outright or may request revisions to the proposed plans that would make the proposal more acceptable to the FPD. Under no circumstances will licenses be issued for areas that are dedicated Illinois Nature Preserves, high quality natural areas identified by the FPD ~~and shown on the FPD's GIS system as "license exclusion zones",~~ or areas covered by conservation easements.

Sec. 5-2B-2. Acceptable Application and Plans.

If the submitted (or revised) application and plans are found to be acceptable by the FPD staff, the FPD will draw up a license that, if approved by the Board of Forest Preserve District Commissioners, would grant the licensee authority to locate, operate, and maintain the facilities for which the application and plans were submitted. Said license will include, among other things, the term for which the license will be issued, the fee that the FPD will charge for

issuance of the license, any moneys that will be paid for tree mitigation associated with the license, and any charges for "out of pocket" expenses incurred by the FPD to determine whether the license is acceptable. Said license will be forwarded to the applicant for their review and approval before being submitted to the Board of Forest Preserve District Commissioners (Board) for final approval. If the applicant decides to withdraw its application after review of the proposed license or if the Board does not approve the proposed license, the "out of pocket" expenses will still be due and the FPD will bill the applicant for said expenses. If said fees are unpaid, the FPD will accept no further license applications from that applicant. Said applicant can regain its application privileges by paying one hundred (100) percent of the fees owed along with a penalty fee of fifty (50) percent of the original amount owed. If the license is approved by the Board then all fees will be paid to the FPD at or before the time the finalized license is delivered to the Licensee.

Sec. 5-2B-4. License Fee.

In addition to those special fees as may be recommended by District staff, the fee for licenses issued under this Article will be determined by multiplying the acres used by the cost per acre. Acres used will be calculated by multiplying the linear footage shown on the license application (or revised application) by the width required for future maintenance of the facilities. The minimum width will be fifteen (15) feet for all licenses regardless of the facilities installed or location of said facilities. Requests for widths above fifteen (15) feet must include an explanation justifying the need for additional width. The minimum license fee will be five (5) percent of the cost per acre for the current year. Additionally, a Youth Education, Land Acquisition and Restoration (YELAR) Program Fee of five seven and one half (57.5%) percent of the cost per acre, and a License Review Fee, shall be assessed against all licenses issued. Cost per acre, minimum license fee, License Review Fee and YELAR program fee figures can be found in Appendix A at the end of this Article. All fees due will be paid as a lump-sum up-front one-time payment, unless otherwise approved by the Board.

Sec. 5-2B-9. Youth Education, Land Acquisition and Restoration Program Fee (YELAR).

A YELAR Program Fee of five seven and one half (57.5%) percent of the cost per acre shall be assessed for all new and renewal licenses issued. The fee will help support youth education programs including, but not limited to, the Mighty Acorns, and High School Programs, Land Acquisition and Restoration activities. Cost per acre and YELAR program fee figures can be found in Appendix A at the end of this Article.

APPENDIX A. - COST PER ACRE BY YEAR

~~Year Cost Per Acre Minimum License Fee (New and Renewal) YELAR Program Fee~~

2005	\$50,000.00	\$2,500.00	\$2,500.00
2006	\$52,000.00	\$2,600.00	\$2,600.00
2007	\$54,000.00	\$2,700.00	\$2,700.00
2008	\$56,000.00	\$2,800.00	\$2,800.00
2009	\$58,000.00	\$2,900.00	\$2,900.00

~~2010 \$60,000.00 \$3,000.00 \$3,000.00~~
~~2011 \$62,000.00 \$3,100.00 \$3,100.00~~
~~2012 \$64,000.00 \$3,200.00 \$3,200.00~~
~~2013 \$66,000.00 \$3,300.00 \$3,300.00~~
~~2014 \$68,000.00 \$3,400.00 \$3,400.00~~

Year Cost Per Acre Minimum License Fee (New and Renewal) YELAR Program Fee
Administration Fee

2017	\$82,000.00	\$4,100.00	\$6,150.00	\$3,000.00
2018	\$84,000.00	\$4,200.00	\$6,300.00	\$3,000.00
2019	\$86,000.00	\$4,300.00	\$6,450.00	\$3,000.00
2020	\$88,000.00	\$4,400.00	\$6,600.00	\$3,000.00
2021	\$90,000.00	\$4,500.00	\$6,750.00	\$3,000.00
2022	\$92,000.00	\$4,600.00	\$6,900.00	\$3,000.00
2023	\$94,000.00	\$4,700.00	\$7,050.00	\$3,000.00
2024	\$96,000.00	\$4,800.00	\$7,200.00	\$3,000.00
2025	\$98,000.00	\$4,900.00	\$7,350.00	\$3,000.00
2026	\$100,000.00	\$5,000.00	\$7,500.00	\$3,000.00

LICENSE APPLICATION REVIEW FEES

Level One Review \$3,000.00

Includes staff review, legal and administrative review, Real Estate Committee and Board consideration, document preparation and execution

Level Two Review Additional Fees

License requests that involve the following review factors subject to additional review fees as shown

Outside of existing right of way or utility corridor \$1,000.00

Involves Tree Mitigation \$1,000.00

Width greater than 15 feet or area over 0.25 acre \$1,000.00

Significant modifications to standard license agreement \$1,000.00

Significant impact on character or future use of land \$1,000.00

Impact on water resources or storm water discharge \$1,000.00

Impact on dedicated Nature Preserve or designated Mitigation Area \$1,000.00

Additional impacted area over 0.5 acre (per 0.25 acre) \$1,000.00

Effective date: This ordinance shall be in effect immediately upon adoption.

Legislative History: 11/15/16 - FPD Board of Commissioners - refer to the Finance Committee

16-0453

PROPOSED INTERAGENCY AGREEMENT AMENDMENT

Department(s): Forest Preserve District

Other Part(ies): Chicago Zoological Society

Request: Authorization to amend the Agreement between the Forest Preserve District and the Chicago Zoological Society

Good(s) or Service(s): Brookfield Zoo Admission and Parking Rates

Agreement period: 4/6/1987 until revoked

Fiscal Impact: None

Accounts: N/A

Agreement Number(s): N/A

District(s): 16

Summary: Amends Section 13 of the previously executed agreement between the Chicago Zoological Society (Zoo) and the Forest Preserve District of Cook County (District) for the maintenance and operation of a zoological park on lands of the Forest Preserve District, commonly known as the Brookfield Zoo, to allow for changes in certain admission and parking rates.

Reason: This increase will support the Zoo's submitted 2017 Budget proposal. On 4/6/1987 an agreement between the District and the Zoo was presented and approved by this Honorable Board of Commissioners for the continued maintenance and operations of the Brookfield Zoo (Agreement). From time to time, the Agreement has been amended by mutual consent of the District and the Zoo (Parties). The Parties now wish to amend the Agreement to approve an increase in admission and parking fees at the Brookfield Zoo as indicated below.

Section 13 of the Agreement is hereby amended as follows:

"Said Zoological Park shall be open without general admission charge to organized groups of children in attendance at schools in the State of Illinois. The Society may limit the number of any such groups in any given day and may establish other rules and regulations that reasonably ensure public safety, accessibility, and convenience, including but not limited to standards of conduct and supervision. Said Zoological Park shall be free to the public without payment of any general admission fee or gratuity for a period equivalent to 52 days each year. The Society may otherwise charge an admission fee to said Park

not exceeding ~~\$17.85~~ \$19.85 for each visitor from twelve to sixty-five years of age; and not exceeding ~~\$12.50~~ \$14.50 for each visitor ages three to eleven and for each visitor sixty-five years of age or older showing proof of birth date. The Society may charge a parking fee not exceeding ~~\$11~~ \$12 per car and \$15 per bus. The Society may charge fees not exceeding these limits on a per vehicle basis and may otherwise adjust seasonally and daily to provide for optimal utilization of said Zoological Park. The proceeds of such admission fees and parking fees shall be devoted exclusively to the operation and maintenance of said Zoological Park and the collections therein. Charges may be made at any time pursuant to special services and for admission to special facilities within said Zoological Park for the education, entertainment or convenience of visitors."

Legislative History: 11/15/16 - FPD Board of Commissioners - refer to the Finance Committee

REPORT

16-0344

Presented by: ARNOLD RANDALL, General Superintendent

REPORT

Department: Finance and Administration

Request: Receive and File

Report Title: Corporate Fund Analysis of Revenue and Expense

Report Period: 10/1/2016 - 10/31/2016

Summary: Detailed Fund Analysis of Revenue and Expense Report for October 2016.

**Forest Preserve District of Cook County
Corporate Fund Analysis of Revenue and Expense
as of October 31 , 2016**

REVENUES	2015 Budget	2016 Budget	Oct-15	Oct-16	Year-to-Year Current Month Difference	Year-to-Date % of Total Budget
			Year-to-Date Actuals	Year-to-Date Actuals		
Property Taxes	47,336,788	48,009,330	46,100,392	46,779,825	679,433	97%
Personal Property Taxes	3,052,198	3,090,350	2,974,448	2,648,912	(325,536)	86%
Golf	990,000	760,000	444,641	435,259	(9,382)	57%
Concessions	190,000	350,000	254,782	264,247	9,465	73%
License Agreements	876,000	2,193,000	2,240,283	3,090,779	850,496	141%
Land Use Fees	257,500	257,500	180,912	230,530	49,618	90%
Winter Sports	25,000	32,500	24,772	850	(23,922)	3%
Equestrian Licenses	40,000	52,000	68,446	54,331	(14,115)	104%
Miscellaneous Income	-	100,000	89,971	145,545	55,574	146%
Permit Fees	1,000,000	1,150,000	1,116,539	1,303,455	186,916	113%
Pool Fees	388,680	450,000	498,932	651,315	152,383	145%
Fines	316,000	331,800	371,490	301,068	(70,422)	91%
Campgrounds	-	425,000	160,052	336,480	176,428	79%
Interest	75,000	50,000	4,861	-	(4,861)	0%
Intergovernmental Sources	150,000	200,500	-	-	-	0%
Transfer In Corporate Fund	7,400,000	8,200,000	-	-	-	0%
TOTALS	62,097,166	65,651,980	54,530,521	56,242,596	1,712,075	86%

**Forest Preserve District of Cook County
Corporate Fund Analysis of Revenue and Expense
as of October 31 , 2016**

EXPENDITURES	2015 Budget	2016 Budget	Oct-15	Oct-16	Year-to-Year Current Month Difference	Year-to-Date % of Total Budget
			Year-to-Date Actuals	Year-to-Date Actuals		
General Office	1,646,866	2,471,393	1,382,741	1,999,630	616,889	81%
Finance & Administration	1,953,959	1,966,412	1,543,711	1,762,171	218,460	90%
Human Resources	709,273	892,892	473,112	610,513	137,401	68%
Resource Management	4,358,242	4,395,744	3,269,933	3,663,944	394,011	83%
Conservation & Experiential Pr.	5,503,414	5,768,101	4,068,092	3,863,821	(204,271)	67%
Permits, Rentals & Concessions	2,099,663	1,297,784	1,372,735	1,136,126	(236,609)	88%
Landscape Maintenance	9,874,711	10,127,255	8,130,139	8,590,718	460,579	85%
Facility Maintenance	9,987,027	9,443,454	5,339,184	6,116,574	777,390	65%
Resident Watchmen Facilities	257,500	257,500	190,398	146,637	(43,761)	57%
Legal Department	1,323,072	1,178,764	980,330	1,063,764	83,434	90%
Law Enforcement	9,281,707	8,989,374	7,464,578	8,028,906	564,328	89%
Planning & Development	1,934,135	1,813,721	1,468,892	1,581,066	112,174	87%
District-Wide Services	6,967,597	8,849,586	3,588,851	3,561,683	(27,168)	40%
Transfer Out Corporate Fund	6,200,000	8,200,000	6,200,000	8,200,000	2,000,000	100%
TOTALS	62,097,166	65,651,980	45,472,696	50,325,553	4,852,857	77%